PARK, RECREATION AND COMMUNITY SERVICES BOARD MINUTES THURSDAY, October 8, 2009

A regular meeting of the Park, Recreation and Community Services Board was held in the Council Chambers in City Hall of Burbank 275 East Olive Avenue, Burbank, California. The meeting was called to order at 6:11 pm by Whit Prouty, Chairperson.

ROLL CALL

Present Members Prouty, Yegparian, Layfer and DePalo Absent... Member Ferguson

Staff Present... Director Chris Dasté, Deputy Directors Teri Stein, Jan Bartolo, Marisa Garcia and Gaby Flores; Manager Gwen

Indermill, Acting Recording Secretary Melissa Edwards

APPROVAL OF MINUTES

Minutes approved for October (3-0, with one abstention and one correction)

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

WRITTEN COMMUNICATIONS

None

ORAL COMMUNICATIONS

None

ANNOUNCEMENTS

Mr. Daste introduced Gaby Flores, the new Deputy Director for the Department. Upcoming events were announced. There was a Counselor-in Training (CIT) recognition.

NEW BUSINESS

1. DeBell Golf Pro Annual Report

Mr. Scozzola presented his annual report to the Board. There were 66,602 rounds at the 18-hole course in 2008-09. The 2008-09 green fees totaled \$1,102,620 and cart rentals totaled \$530,488. There was a rate increase of approximately 8.7% that went into effect July 1, 2009 (necessary to subsidize clubhouse construction costs). There was no change to the Cart fees or tournament rates. First quarter revenue in 2009-10 increased by 14.25%. Par 3 rounds totaled 22,311 with \$70,327 in revenue. Total revenue was \$1,703,434. Mr. Scozolla discussed the addition of a new Tournament Director position to increase efficiency and obtain new clients. There were 48 tournaments as of September 30. Reservations and promotions were briefly discussed. A new website was launched on July 1st with an updated look and information. The tee box renovation project should begin in November and construction should take 60 days.

In response to Boardmember's questions, Mr. Scozolla felt that the decline in rounds was attributed to factors other than the rates (which are much lower than the competitors are). Tournaments have increased. Industry standards call for online booking in advance. The minimum number of participants in a tournament is 24 players; however, the course has been lax with these numbers thus far. Golf trends vary all over the country (some weather related). The numbers of golfers in general has been spiraling downwards and golf courses have been closing due to various reasons. Mr. Prouty relayed a message on behalf of the Greens Committee that they are very pleased with how well DeBell is being run.

ACTION Note and File

2. <u>Bicycle Masterplan Update</u>

Cory Wilkerson, Assistant Transportation Planner, gave an update. The Masterplan is a policy and planning document that describes the types of facilities and amenities that the City is hoping to provide, and its goal is to pursue outside grant funding for these. Paths are separated into 3 classes: Class I paths are separated paths (such as Chandler), Class II paths have bike lines striped in roadway, and Class III paths are signed routes with bike detection features. Something new being proposed is the Bicycle Boulevard. This is a non-standard classification of a neighborhood street that has been optimized for bicycling and provides direct attractive routes for bikes. These are accomplished through traffic calming measures and enhanced roadway signage. A Bicycle Boulevard toolbox consists of auto speed reductions (ideally 15-20 mph), stop signs, mini traffic circles, and traffic islands. When auto speed reduction is combined with auto traffic reduction, safety on Bicycles Boulevards is maximized. Large arterial streets create barriers for cyclists and pedestrians. High visibility zebra crosswalks aid in crossing these streets, curb extensions increase visibility, medians limit auto access, bike detectors trigger traffic lights, and bike boxes bring cyclists to the front line at traffic lights to give them priority crossing and reduce conflicts. Boulevard signage help cyclists and cars determine their designated areas to share the road. There are 14 top priority projects. The top 3 are: 1) A Youth Safety Education Program whose goal is to teach kids to safely ride their bikes to school. Staff hopes to get youth attracted to and involved in this program with pro bicyclists doing demos and safety talks, conducting

evening classes to teach hands-on tools to ride bike on streets, a bicycle "recycle" program using unwanted bikes to teach maintenance and care. 2) Creating a Bicycle Boulevard along the Clark Avenue corridor by replacing traffic stops with circles for the continuous flow of bicycles (changing the street configuration to promote walking and biking to local schools). 3) Installing a pedestrian bridge over the L.A. River to allow bikers to connect with the bike lanes by Forest Lawn.

In response to a suggestion by a Boardmember, Mr. Wilkerson would keep the City's daycamp and afterschool programs in mind as well as contacting Middle School and Elementary School programs and the YMCA and Boys and Girls Club.

ACTION Received input and approved

3. Burbank Athletic Federation Board Appointments

Mr. Daste reported that the City Council is supportive of the BAF and what they do. At the September Joint Meeting, Council brought up their thoughts of a potential conflict of interest in having the Director being the final approving authority for BAF appointments. In a year and a half, there has only been one appeal made to Mr. Daste after a ruling by the BAF. During the appeal meeting, the director is charged with addressing new information or impropriety (if any) only, he does not re-try the same issue with the same information that was taken to the BAF. City Council has asked that the Park, Recreation and Community Services Board (PRCS Board) be the final appointing authority for vacancies onto the Burbank Athletic Federation. Mr. Daste clarified that it was staff's intention to present the issue to the Board tonight, get their input, return to the next meeting with the new process and then take the finalized report back to City Council. Mr. Daste asked the Boardmembers to think about the term of appointment (the current term is 3 years), whether they agreed that the recommendations should be made by BAF directly on new appointments and re-appointments to the Federation, and the screening process (where currently, BAF members interviews applicants and determine which have the expertise and skills to serve on the Federation).

After an extensive discussion on the process, the Boardmembers suggested the following process for BAF appointments: The process would consist of one round of interviews by an ad-hoc committee consisting of 4 voting members (2 representatives from BAF and 2 representatives from PRCS Board) and a staff person (non-voting) to guide the process. The ad-hoc committee members would rank all applicants as they deemed appropriate (based on interview, experience, etc). The ranking would then be forwarded to the PRCS Board for a vote and final selection of applicant(s) to available positions. Re-appointments would need to follow the same process as new applicants (apply and go through interview process like everyone else). In addition, Boardmembers agreed that it would be encouraged that applicants speak at a Park Board meeting if they so desired and be able to ask/answer questions.

ACTION Note and File

OLD BUSINESS

1. Aquatics Steering Committee

Ms. Garcia reported that staff is in process of finalizing the design agreement with the architect. The item is going to be agendized for City Council approval sometime in November. The cost for design services is approximately \$560,000.

ACTION Note and File

2. City Council Agenda Items

Mr. Dasté reported on the following City Council items: Aug 18: the Annual Work Program and Performance indicators were presented to City Council, a CNG vehicle was dedicated; September 22: The joint meeting took place with discussions on aquatics, BAF, roller hockey, water in campground, park patrol and 5 Points; October 6: Child Care Committee and Youth Board appointments were approved, the Tournament of Roses rendering was presented and approved, the Elderly Nutrition Grant was approved, the contract documents for the Brace and Izay Sports Field relighting projects were approved, the documents for the Stough Park Restroom project were approved. Upcoming items include: October 20- Approval of design documents for DeBell Tee Renovation project, the selection of the 3rd installation of art on the Chandler Bikeway, a resolution approving construction documents for Joslyn Adult Center computer lab; October 27- Roller Hockey RFP Grant Agreement, resolution to submit Wildwood Canyon Grant; September 3-Feasibility of allowing outside arborists to trim City trees and the reconsideration of the City's ficus tree program on Magnolia Boulevard.

A Boardmember noted his opposition to farming out jobs done by City workers to private contractors. A request was made to receive photographs of the Ficus trees and their issues.

ACTION Note and File

REPORTS

Youth Board

Mr. Prouty attended the first meeting and introduced the youth board liaison.

ACTION Note and File

ADDITIONAL COMMENTS FROM AUDIENCE

None

ADDITIONAL COMMENTS FROM BOARD AND STAFF

Mr. Yegparian noted some information on water bonds that had been discussed at a meeting he had attended. He also asked for a future update on the L.A. River and Griffith Park projects. Mr. Layfer commented on the FSA dinner.

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The meeting adjourned at 8:08 pm	٦.
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CHAIR:	Date:
SECRETARY:	Date: